



**DOVER/KENT COUNTY MPO PUBLIC ADVISORY COMMITTEE**  
**MINUTES OF APRIL 26, 2011**

**PUBLIC ADVISORY COMMITTEE MEMBERS ATTENDING:**

Dwight Meyer, Chair	Michael Gumrot, Vice Chair	Horace Cook
Arley Cooper, Jr.	David Fry	James Webster

**MEMBERS NOT ATTENDING:**

Prameela Kaza	Dr. Carlton Cannon	Phyllis B. Collins
Dr. Daniel Houghtaling	James Brown	

**NON-MEMBERS ATTENDING:**

Ken Potts, DTC	Bobbie Geier, DelDOT Planning
David Campbell, DTC	Juanita Wiczoreck, MPO Staff
James Galvin, MPO Staff	Kate Layton, MPO Staff
Catherine Samardza, MPO Staff	

The meeting was held in the Milford Parks and Recreation building and called to order at 7:07 PM.

1. INTRODUCTION OF MEMBERS & GUESTS
2. PUBLIC COMMENTS
3. *ACTION ITEM:* Approval of Agenda

MOTION By Mr. Gumrot to approve the agenda. Seconded by Mr. Fry. Motion carried.

4. *ACTION ITEM:* Approval of Minutes Feb. 22, 2011

It was noted that the agenda had the incorrect date; the minutes were for February 22, 2011. There was also a duplicate number in the listed items.

MOTION By Mr. Gumrot to approve the minutes with the amendments noted. Seconded by Mr. Webster. Motion carried.

5. *DISCUSSION:* Delaware Rail Plan – DelDOT

Ken Potts, DTC's director of development, gave a PowerPoint presentation on the update of the Delaware Rail Plan. It was noted that David Campbell, who has previously attended a PAC meeting, was the project manager for the Plan. Bobbie Geier, assistant director of DelDOT Planning, was also present to answer questions.

A copy of the PowerPoint presentation was distributed. The presentation briefly reviewed the railroad history in Delaware. The objective of the plan, which federal regulations require now every 5 years, is to fully utilize rail resources. The Plan also aims to broaden understanding of rail issues. It identifies what



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needs to be done, which rail lines are in a state of good repair and which need improvements. One of Delaware's goals is to integrate passenger rail service along with rail freight service.

Updating the plan was an 18 month process, including public comment. The entire plan is on-line for comments until mid-May.

The presentation also reviewed the several rail lines in Delaware and the types of products they carry. It also noted that in Delaware, 75% of rail crossings have active warning devices compared to the 50% in most states. The Plan includes a list of potential rail projects for the future. It was asked if the list of projects was financially reasonable. The answer was that the project list covers everything that might happen; the MPOs will decide what is reasonable. Ms. Wieczoreck asked if the list indicates which projects have funding and which do not; Ms. Geier said that many of the projects are private sector projects with a public benefit. For example, the Shellpot Bridge is privately owned, and Delaware is being paid back for its investment in that project. Mr. Potts said he would make sure that information was in the Plan.

There was discussion concerning New Burton Road, and Mr. Potts was asked if the switching operations there would be moved. Ms. Wieczoreck said the issue will continue arise due to community involvement. Mr. Potts said he would research that and get back to the MPO.

PAC members commented on the size limit for trains coming through the region; Mr. Cook said that it sometimes takes 15 minutes or more to wait for a train to pass; Mr. Gumrot said the time was 20-25 minutes in Milford on Williamsville Road. It was mentioned that the Delaware Code specifies 10 minutes. Mr. Campbell asked that PAC members provide him with specific times, dates and locations and he would pass that information on and try to get some cooperation from the rail line.

### **6. *DISCUSSION:* Update (if any) on Delmarva Intercity Rail Study — DelDOT**

Mr. Campbell reported that there was no new information on this study. The selection process for the consultant has begun.

### **7. *ACTION ITEM:* Draft FY 2012 Unified Planning Work Program – J. Wieczoreck**

Ms. Wieczoreck apologized for the late distribution of the UPWP. She reported that there is still no information from DelDOT concerning the available funding for the UPWP. The schedule is for the Council to adopt this in May in time for the new fiscal year July 1. She reviewed the projects in the UPWP and answered questions.

**MOTION** By Mr. Gumrot to recommend Council adopt the UPWP. Seconded by Mr. Webster.  
Motion carried.

### **8. *ACTION ITEM:* Draft FY 2012-2015 Transportation Improvement Program – J. Galvin**

Mr. Galvin reported that the draft document sent to the TAC was based on the FY11 Capital Transportation Program (CTP). DelDOT has not provided the MPO with a draft FY12 CTP yet; the staff and leadership turnover at DelDOT has delayed the process. Typically the MPO receives a draft in



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January of February and creates the TIP. Mr. Galvin took last year's CTP information from 2012-2015 and incorporated it into the new TIP. There is only one project change. After the TAC & PAC endorse the TIP it goes to the Council for approval in May. Any amendments to the CTP are done after the Bond Bill is passed, and are incorporated into the TIP for approval in August and September.

Discussion and questions concerning the projects in the TIP followed.

**MOTION** By Mr. Gumrot to recommend Council adopt the TIP with the understanding that further action may be required in July after the Bond Bill is passed. Seconded by Mr. Cook.  
Motion carried.

### **9. *DISCUSSION: Annual PAC workshop location and main topic***

Ms. Layton reported that she had researched six venues for the workshop location. The best prices were from the Festival Buffet at Dover Downs and Roma Restaurant. Consensus was to stay with the Festival Buffet given the wider menu variety available.

Ms. Layton said that staff would get back to the PAC regarding the topic for the workshop.

### **10. Staff Report –**

#### **10.1 UPWP Progress & Financial Reports – J. Wieczoreck**

#### **10.2 Other Project Updates/Activities – J. Wieczoreck, J. Galvin**

Ms. Wieczoreck reported that the Regional Bicycle Plan working group would have a draft plan at their May 24<sup>th</sup> meeting. The Plan is scheduled to go to Council for adoption in July.

She also reported that the MPO hired a summer intern, and would be interviewing another.

Mr. Galvin reported that the Data and Demographics Committee met on April 21<sup>st</sup> to discuss the household population projections. Population totals in the Traffic Analysis Zones (TAZs) were adjusted. The committee expects to work on the employment projections at their May 19<sup>th</sup> meeting.

Mr. Galvin also reported that DelDOT is planning a central Kent County study, while the MPO is working with Cheswold on a study for the town. The MPO is discussing bringing the two studies together with DelDOT.

The Priority Process Working Group will be meeting soon. It is made up of volunteers from the TAC. Mr. Gumrot asked if he could represent the PAC; Mr. Galvin said he would contact him with meeting information.

### **10.3 Correspondence, Publications/Reports/Outreach – K. Layton**

Ms. Layton reported that the new website is clean and streamlined. The next step is training for MPO staff. The Government Information Center (GIC) has redesigned the website and transferred the MPO information for free. She gave credit to Mayor Maly of Camden for telling her about GIC, which provides



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this type of service for local municipalities.

Staff noted that in the future, materials for meetings could be posted on the website for committee members to print at their convenience. Mr. Fry expressed concern, because not all PAC members have computers or printers that can handle the size of some documents that are part of the packages.

Mr. Cook asked for an update on the Dover Transit Center. Three teams have been shortlisted for the project.

Ms. Layton reported that the 55+ Expo was a success, with 4,000 people attending. The MPO shared a booth with the Dept. of Motor Vehicles and AARP. Sharing the cost three ways provided the MPO with a considerable savings.

She reported that the MPO also saved some money on a smaller bus for the TIP Tour. Mr. Cooper said that he was unable to see out of the bus very well, and the driver did not slow down. He felt the large open windshield of the larger bus made it easier to see project locations, and the driver would slow down as well. He agreed that the cost for a larger bus was a waste for only 17 people, but the driver should be instructed to slow down at project locations. Mr. Meyer agreed that the bus was restrictive, but it was easy to hear everyone when discussing the projects.

Ms. Layton then reported on events she would be attending throughout the next several months:

- April – Milford’s Bug & Bud Festival
- May – Dover Days
- June – Safe Summer Day – volunteers are needed for this event
- August – Peach Festival
  - Harrington Heritage Days
  - Big Boys Toys
- September – Amish Country Bike Tour
- October – DE Bike Summit

Mr. Galvin reported that in March the MPO sponsored a Form-based Code workshop. Twenty-seven people attended the 90-minute presentation. Those attending were town managers, council members, planners and administrative assistants.

Ms. Wieczoreck announced her retirement at the end of June. Mr. Gumrot noted her expertise would be greatly missed.

**Next meeting: Annual PAC workshop, June 21, 2011, at the Festival Buffet, Dover Downs**

MOTION By Mr. Fry to adjourn the meeting at 9:00 PM. Seconded by Mr. Gumrot. Motion carried.